



EXA/
Deputy Director
for Administration

DDA 86-1704
7 October 1986

NOTE FOR: Deputy Director of Finance

SUBJECT: Request for Visit to CSAD/OF

Art:

1. Bill asked me to coordinate with you to arrange a "visit" for him to the Commercial Systems and Audit Division. No particular agenda--just a walk through the area and an opportunity to meet some of the people.

2. I would suggest a short initial briefing on the organization and functions of CSAD, followed by the walking tour. The informal briefing would be a good opportunity to show off the work of CSAD. Bill is especially interested in areas where we have saved the Government money or increased efficiency. Two areas of his particular interest are pre-award and post-contract audits.

3. Since Bill will be on leave through 17 October, an early November date would be best for his schedule. Thanks for your help in setting this up.



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